

**To:** Kasman, Mark[Kasman.Mark@epa.gov]  
**Cc:** Hupp, Millan[hupp.millan@epa.gov]; Chmielewski, Kevin[chmielewski.kevin@epa.gov];  
**From:** Ex. 7(c)  
**Sent:** Wed 4/26/2017 1:43:00 PM  
**Subject:** Re: Heads Up on EPA ADMINISTRATOR Delegation

My two cents - as Mark knows, and you Millan will learn soon, that often the Embassy simply does not work on weekends and holidays.

My best counsel is - sooner than later as it will directly effective the departure date or dates of the advance teams - is to have the Embassy (once the schedule is nailed down) to develop a walk thru schedule for you.

That - in effect - will give you the date you need to arrive in Rome. And unless you just want to gut it out after arrival, there is value in arriving - heading to the Embassy to meet your team - discuss the logistics of the walk thru schedule - and then get some rest.

If you try and do too much too soon - you get exhausted and never really recover.

Just some counsel from the old man in the cave.

Regards,

Ex. 7(e) Special Agent  
U.S. Environmental Protection Agency  
Protective Services Detail  
Ex. 7(c) @epa.gov  
Desk: Ex. 7(c)  
Cell:

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*Sent from my iPhone*

On Apr 26, 2017, at 6:36 AM, Kasman, Mark <Kasman.Mark@epa.gov> wrote:

Millan/Kevin:

This is going to be a challenge for our advance of the Italy trip. With May 29<sup>th</sup> being Memorial Day, I imagine that we would have to squeeze all advance into May 30-June 1<sup>st</sup>. Any thoughts?

Ex. 7(c)

**From:** Ex. 6 - Personal Privacy  
**Sent:** Wednesday, April 26, 2017 6:22 AM  
**To:** Ex. 6 - Personal Privacy; Kasman, Mark <Kasman.Mark@epa.gov> Ex. 6 - Personal Privacy  
Ex. 6 - Personal Privacy  
**Cc:** Ex. 6 - Personal Privacy; Doroski, Brenda  
<Doroski.Brenda@epa.gov>; Phillips, Anna <Phillips.Anna@epa.gov>  
**Subject:** RE: Heads Up on EPA ADMINISTRATOR Delegation

Hi Mark,

While planning your advance, please note that Friday, June 2 is a national holiday, so many people will be unavailable/out of town from June 2 – 4 and buildings will likely be unavailable for walk-throughs.

Best, Ex. 6 - Personal Privacy

Ex. 6 - Personal Privacy

Environment, Science, Technology & Health Counselor

U.S. Embassy Rome

Ex. 6 - Personal Privacy

**Official**

**UNCLASSIFIED**

**From:** [Ex. 6 - Personal Privacy]  
**Sent:** Wednesday, April 26, 2017 10:57 AM  
**To:** Kasman, Mark; [Ex. 6 - Personal Privacy]  
**Cc:** [Ex. 6 - Personal Privacy] Doroski, Brenda; Phillips, Anna; [Ex. 6 - Personal Privacy]  
**Subject:** RE: Heads Up on EPA ADMINISTRATOR Delegation

Mark, I just spoke with the Gran Melia Hotel and they do not have availability to accommodate the whole group.

We need then to confirm and commit with the Regina Baglioni by this Friday for the following reservations:

30<sup>th</sup> May – 2 Rooms – 11 nights

( Actual arrival is early on the 31<sup>st</sup> )

30<sup>th</sup> May -2 Rooms – 12 nights

( Actual arrival is early on the 31<sup>st</sup> )

4<sup>th</sup> June- 9 Rooms – 6 nights

( Actual arrival is early on the 5<sup>th</sup> )

Pruitt

[Ex. 7(e)] Admin. Sevretary

DRAVIS

FERGUSON

NISHIDA

JACKSON

PETER

GREENWALT

Total 13 rooms, as we have added three but the children are no longer coming, correct?

Please concur that all the above looks good.

Will wait to hear from you

Sandra

-----Original Message-----

From: Kasman, Mark [<mailto:Kasman.Mark@epa.gov>]

Sent: Tuesday, April 25, 2017 9:23 PM

To:

Cc: **Ex. 6 - Personal Privacy**

Doroski, Brenda; Phillips, Anna

Subject: RE: Heads Up on EPA ADMINISTRATOR Delegation

Hello Everyone,

A couple bits of news. First, our meeting with Administrator Pruitt has been postponed until this Friday afternoon.

Second, a new Chief of Scheduling and Advance was hired this week. His name is Kevin, don't have a last name yet. He apparently did advance for the Presidential campaign and is former military. He will now be coming out for the advance and through the mission. Regardless, they would still like me to join Kevin and Millan for the advance as well, so you will still see me a few days early. Kevin said he will help us nail down the final delegation members and understands our challenge of reserving rooms during high season in Rome.

Third, it looks like the Pruitt children are no longer coming to Italy. I will confirm on Friday.

Fourth, the Administrator's staff asked me to inquire whether the Gran Melia Rome could be considered as a hotel for his delegation. I mentioned that this might not be possible as I believe we already have a contract with the Hotel Regina Baglioni and that I wasn't sure if the Gran Melia met the Embassy's security standards, but promised that I would check with you all.

Fifth, it is ok to have wine for the Administrator for any toasts that he might be expected to make.

I'll keep you posted as I learn more.

Mark

-----Original Message-----

From: [Ex. 6 - Personal Privacy]  
Sent: Monday, April 24, 2017 4:06 AM  
To: [Ex. 6 - Personal Privacy]; Kasman, Mark <Kasman.Mark@epa.gov>  
Cc: [Ex. 6 - Personal Privacy]  
Subject: Re: Heads Up on EPA ADMINISTRATOR Delegation

Hi [Ex. 6 - Personal Privacy] I will ask the hotel to postpone the time limit to Friday directly.

That should be good.  
What do you think?

[Ex. 6 - Personal Privacy]

Sent from my BlackBerry 10 smartphone.

From: [Ex. 6 - Personal Privacy]  
Sent: Monday, April 24, 2017 10:02  
To: [Ex. 6 - Personal Privacy]; Kasman, Mark  
Cc: [Ex. 6 - Personal Privacy]  
Subject: RE: Heads Up on EPA ADMINISTRATOR Delegation

[Ex. 6 - Personal Privacy]

What is the cut-off time on Wednesday since DC does not open until 2pm/3pm our time? Plus this is the same day Mark will actually talk to the Administrator for almost final answers. Just wanted to give Mark a sense of time he is working with. Thank you!

V/R

-----Original Message-----

From: [Ex. 6 - Personal Privacy]  
Sent: Monday, April 24, 2017 9:57 AM  
To: Kasman, Mark  
Cc: [Ex. 6 - Personal Privacy]  
Subject: Re: Heads Up on EPA ADMINISTRATOR Delegation

Hi all.

The hotel has confirmed the extra three rooms and will keep all of them until Wednesday.

[Ex. 6 - Personal Privacy]

Sent from my BlackBerry 10 smartphone.

Original Message

From: Kasman, Mark  
Sent: Friday, April 21, 2017 19:34  
To: [Ex. 6 - Personal Privacy]  
Cc: [Ex. 6 - Personal Privacy]  
Subject: RE: Heads Up on EPA ADMINISTRATOR Delegation

You are awesome [Ex. 6 - Personal Privacy]  
Thank you so much.

-----Original Message-----

From: [Ex. 6 - Personal Privacy]  
Sent: Friday, April 21, 2017 10:51 AM  
To: Kasman, Mark <Kasman.Mark@epa.gov>  
Cc: [Ex. 6 - Personal Privacy]  
Subject: Re: Heads Up on EPA ADMINISTRATOR Delegation

**Ex. 6 - Personal Privacy**

Mark I just sent an email to the hotel asking for the extra 3 rooms from the 5th with pre registration from the 4th and also if they can postpone the time limit to Wednesday.  
Will let you know shortly.

[Ex. 6 - Personal Privacy]

Sent from my BlackBerry 10 smartphone.

From: Kasman, Mark  
Sent: Friday, April 21, 2017 16:42  
To: [Ex. 6 - Personal Privacy]  
Cc: [Ex. 6 - Personal Privacy]  
Subject: RE: Heads Up on EPA ADMINISTRATOR Delegation

[Ex. 6 - Personal Privacy]

I have been informed that the Administrator has added three people to his delegation. They include:

Ryan Jackson, Chief of Staff  
John Peter (JP) Friere, Associate Administrator for Public Affairs Sarah Greenwalt, Senior Advisor to the Administrator for Water and Crosscutting Affairs

We will need to get them rooms as well.

Thanks, Mark

From: Kasman, Mark

Sent: Thursday, April 20, 2017 8:43 PM

To: [Ex. 6 - Personal Privacy]

Cc: [Ex. 6 - Personal Privacy]

[Ex. 6 - Personal Privacy]

Subject: Heads Up on EPA ADMINISTRATOR Delegation

[Ex. 6 - Personal Privacy]

It is Thursday night here and just received word from Administrator Pruitt's office that they may add three additional staff to the EPA delegation. I know we have a deadline on Friday. I have a call at 9:00am on Friday morning where I should get some additional information.

Mark

Sent from my iPhone

On Apr 19, 2017, at 3:31 AM, [Ex. 6 - Personal Privacy] > wrote:  
Hi Caron and Mark.

As per our conversation I have reserved the rooms from the previous night for all the delegation and the advance.

This is what has been reserved :

30th May – 9th June – 11 nights – 2 rooms HUPP Admin Secretary [Ex. 7(e)]

30th May – 10 June – 12 nights – 2 rooms KASMAN Admin. Secretary [Ex. 7(e)]

4th June – 10th June – 6 nights – 7 rooms PRUITT ( VIP will has a free upgrading already guaranteed to a GRAND DELUXE room, when we get closer to the arrival we will check if a Suite has become available )  
PRUITT's kids Admin. Secretary [Ex. 7(e)] rooms ) DRAVIS FERGUSON NISHIDA

We have a total of 11 rooms.

No Control Room is needed.

Please remember that by this Friday we need to commit with the hotel.

Let me know if you need further information

I am working on the Bologna hotels and will get back shortly for this

[Ex. 6 - Personal Privacy]

Privacy/PII

This email is UNCLASSIFIED.

From: [Ex. 6 - Personal Privacy]

Sent: Friday, April 14, 2017 12:50 PM

To: Kasman, Mark; Agri, Sandra

Cc: [Ex. 6 - Personal Privacy]

Phillips, Anna; Besch, Brianna;

[Ex. 6 - Personal Privacy]

Micaela; Hupp, Millan;

[Ex. 7(c)]

Subject: RE: EPA ADMINISTRATOR

Thanks Mark.

[Ex. 6 - Personal Privacy]

Environment, Science, Technology & Health Counselor U.S. Embassy Rome

**Ex. 6 - Personal Privacy**

Official

UNCLASSIFIED

From: Kasman, Mark [mailto:[Kasman.Mark@epa.gov](mailto:Kasman.Mark@epa.gov)]

Sent: Friday, April 14, 2017 12:41 PM

To:

**Ex. 6 - Personal Privacy**

Cc:

Phillips, Anna; Besch, Brianna;

[Ex. 6 - Personal Privacy]

[Ex. 6 - Personal Privacy] Hupp, Millan;

[Ex. 7(c)]

Subject: Re: EPA ADMINISTRATOR

While it would be nice, rooms do not necessarily need to be connecting as kids are high school and college age. At least one security room will need to be adjacent to Administrator's room.

Also, FYI, just learned that kids will return home from Rome, but Mrs. Pruitt plans to accompany Administrator to Bologna.

Sent from my iPhone

On Apr 14, 2017, at 6:00 AM,

[Ex. 6 - Personal Privacy]

>> wrote:

Mark, also in Rome we provide always free upgrading for the VIP which is normally in a two rooms ( bedroom and living room ) Suite. In this case we have to ask for connecting rooms as they are 4 adults ( correct? Not sure of the children's age ).

Please provide the age and I will check with the hotel if we can come up with a good solution

[Ex. 6 - Personal Privacy]

Privacy/PII

This email is UNCLASSIFIED.

From: Kasman, Mark [mailto:[Kasman.Mark@epa.gov](mailto:Kasman.Mark@epa.gov)]

Sent: Friday, April 14, 2017 11:53 AM

To:

**Ex. 6 - Personal Privacy**

Cc:

Phillips, Anna; Besch, Brianna;

[Ex. 6 - Personal Privacy]

[Ex. 6 - Personal Privacy] Hupp, Millan;

[Ex. 7(c)]

a

Subject: Re: EPA ADMINISTRATOR

Thanks [Ex. 6 - Personal Privacy] Let's not order the suite for the Administrator. We cannot go over per diem for him. We should order a normal room for him and then his family can order an additional room for the kids at no cost to



the U.S. Government. I am used to the hotels we work with in Asia that regularly offer complimentary upgrades for the VIPs which is why I made the inquiry about the two bedroom suite.

**Ex. 7(c)**

Please let **Ex. 6 - Personal Privacy** know today if dates and numbers for PSD (security) rooms are correct. Given that it is high season, they need to secure the rooms now.

Thanks, Mark

Sent from my iPhone

On Apr 14, 2017, at 3:35 AM, **Ex. 6 - Personal Privacy** wrote:  
Hi Sandra,

This looks good to me, but I'm adding Anna, Mark, and Brianna from EPA to make sure we have it right. Team EPA, please see below, and note the hotel needs to secure the rooms by April 21. (The only thing missing from the budget are the hotel costs in Bologna. Once we plug that in, the master budget will be complete and we can send it to EPA. Fede, can you please check with our Ambiente friends and see if a decision has been made for the staff hotels?) Even if we get an answer soon, it seems that it would take longer to get the fiscal data, so credit card holds may be the way to go.

Also, flights haven't been finalized, but would imagine when they are that we'll need to ask for early check-in.

Thanks, **Ex. 6 - Personal Privacy**

**Ex. 6 - Personal Privacy**

Environment, Science, Technology & Health Counselor U.S. Embassy Rome

**Ex. 6 - Personal Privacy**

Official  
UNCLASSIFIED

From: **Ex. 6 - Personal Privacy**

Sent: Friday, April 14, 2017 9:22 AM

To: **Ex. 6 - Personal Privacy**

Cc: **Ex. 6 - Personal Privacy**  
Subject: EPA ADMINISTRATOR

Hi **Ex. 6 - Personal Privacy**, just wanted to touch base with you on the hotel side.  
As requested I have cancelled the reservation at the Westin and kept the one at the Hotel Regina Baglioni.

Room cost in single occupancy is euro 326.00 per night including breakfast and all taxes.  
The Suite ( with two bedrooms connecting ) for the VIP will cost euro 1540.00 , all included.  
We have a total of 10 rooms reserved as follows:

31st May – 9th June – 10 nights – 2 rooms HUPP Admin Secretary **Ex. 7(e)**

31st May – 10 June – 11 nights – 2 rooms KASMAN Admin. Secretary **Ex. 7(e)**

5th June – 10th June – 5 nights – 1 Suite + 5 rooms PRUITT Admin. Secretary ( 2 ) DRAVIS FERGUSON  
NISHIDA

The hotel will hold the rooms without commitment until the 21st of April and by then I will need either a fund  
cite or all the credit cards ( and names too ☺ )

My understanding is that no Control Room has been requested.

Do you know when the Delegation will be checking in ? Because check in time is 2.00 pm.

Please let me know if all looks good.

Will wait to hear from you

Thank you

Ex. 6 - Personal Privacy

Ex. 6 - Personal Privacy

Visitor Unit Assistant  
Embassy of the United States of America  
Rome, Italy

Tel: ++

Fax: ++

Email -

**Ex. 6 - Personal Privacy**

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